



City of West University Place

A Neighborhood City

CITY COUNCIL

Susan Sample, Mayor
Vacant, Mayor Pro Tem
Bob Higley, Councilmember
Kellye Burke, Councilmember
Mardi Turner, Councilmember

STAFF

M. Christopher Peifer, City Manager
Alan Petrov, City Attorney
Thelma Gilliam, City Secretary

City Council Meeting Agenda

Notice is hereby given of a regular City Council meeting of West University Place to be held on **Monday, October 8, 2018** beginning at **6:30 p.m.** in the **Municipal Building** located at 3800 University Boulevard, West University Place, Texas, for the purpose of considering the following agenda items

Note: All agenda items are subject to action. The City Council reserves the right to meet in a closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

Call to Order
Pledge of Allegiance
Matters related to the notice of this meeting

Agenda items are as follows:

1. Public Comments

This is an opportunity for citizens to speak to Council relating to agenda and non-agenda items. If the topic the speaker wishes to address is on the agenda, the speaker can either speak at this time or defer his/her comments until such time the item is discussed. Speakers are advised that comments cannot be received on matters which are the subject of a public hearing once the hearing has been closed. Public comments must be kept relevant to the subject before the Council. The presiding officer shall rule on the relevance of comments. Persons making irrelevant, personal, impertinent, or slanderous remarks may be barred by the presiding officer from further comment before the Council during the meeting. Speakers are required to register in advance and must limit their presentations to three minutes each.

2. Houston Chevron Marathon

Matters related to the Chevron Houston Marathon. *Recommended Action: Discuss and take any desired action.* **Ms. Susan White, Parks and Recreation Director** [see Agenda Memo 2]

3. Second Public Hearing on the Tax Rate

Matters related to the second and final public hearing on the proposed property tax rate. *Recommended Action: Hold second hearing on the tax rate to hear from the public.* **Ms. Marie Kalka, Finance Director** [see Agenda Memo 3]

4. Public Hearing on the 2019 Proposed Budget

Matters related to a public hearing on the City's 2019 Proposed Budget. *Recommended Action: Hold hearing on the 2019 Proposed Budget to hear from the public.* **Mr. M. Chris Peifer, City Manager** [see Agenda Memo 4]

5. Ordinance Dedicating Jennie Elizabeth Hughes Park as Parkland

Matters related to the first of two readings of an ordinance dedicating Elizabeth Hughes Park as a public park. *Recommended Action: Approve ordinance dedicating Elizabeth Hughes Park as a Public Park on the first of two readings. Ms. Susan White, Parks and Recreation Director* [see Agenda Memo 5]

6. Ordinance Regarding Park Curfew Hours

Matters related to discussion and approval of an ordinance regarding Park Curfew Hours on the first of two readings. *Recommended Action: Approve ordinance designating park curfew hours on the first of two readings. Ms. Susan White, Parks and Recreation Director* [see Agenda Memo 6]

7. Consent Agenda

All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

A. City Council Minutes

Approve City Council Action Minutes of September 24, 2018 and the Budget Workshop Minutes of September 29, 2018. *Recommended Action: Approve Minutes. Ms. Thelma Gilliam, City Secretary* [see Action Minutes]

B. Jennie Elizabeth Hughes (JEH) Park 20 MPH Speed Zone

Matters related to adopting an ordinance lowering the speed zone to 20 MPH in the area of Hughes Park. *Recommended Action: Adopt ordinance lowering speed limit to 20 MPH in the area of Hughes Park on the second and final reading. Mr. Dave Beach, Assistant City Manager/Public Works Director* [see Agenda Memo 7B]

C. Lift Station Phase II Project Close-Out

Matters related to closing out the Lift Station Phase II project. *Recommended Action: Authorize staff to close out Phase II of the Lift Station project. Mr. Dave Beach, Assistant City Manager/Public Works Director* [see Agenda Memo 7C]

8. Adjourn

In compliance with the Americans with Disabilities Act, if you plan to attend this public meeting and you have a disability that requires special arrangements, please contact City Secretary Thelma Gilliam at 713.662.5813 at least 24 hours prior to the meeting so that reasonable accommodations can be made to assist in your participation in the meeting. The Council Chambers is wheel chair accessible from the west entrance and specially marked parking spaces are available in the southwest parking area. Special seating will be provided.

I certify that the attached notice and agenda of items to be considered by the West University Place City Council on October 8, 2018 was posted on the Municipal Building bulletin board on October 5, 2018 at approximately 10:00 o'clock a.m.

(SEAL)



Thelma A. Gilliam, TRMC, CMC, City Secretary

AGENDA MEMO
BUSINESS OF THE CITY COUNCIL
CITY OF WEST UNIVERSITY PLACE, TEXAS

AGENDA OF:	October 8, 2018	AGENDA ITEM:	2
DATE SUBMITTED:	August 14, 2018	DEPARTMENT:	Parks and Recreation
PREPARED BY:	Susan White	PRESENTER:	Susan White, PARD Director; Brant Kotch, Houston Marathon Board President; and John Stokes, Chevron Houston Marathon Committee Member
SUBJECT:	Request for Authorization of Street Closures and Installation of Temporary No Parking Signage for 2019 Chevron Houston Marathon		
ATTACHMENTS:	2019 Chevron Houston Marathon Course Map		
EXPENDITURE REQUIRED:	N/A		
AMOUNT BUDGETED:	N/A		
ACCOUNT NO.:	N/A		
ADDITIONAL APPROPRIATION REQUIRED:	N/A		
ACCOUNT NO.:	N/A		

EXECUTIVE SUMMARY

The City of West University Place has historically supported the Chevron Houston Marathon by means of allowing a portion of the race course to be held within the city limits. In order to ensure participants safety and the efficiency of the race, the course streets must be closed to all vehicular traffic, beginning at 6:30 a.m. and re-opening by 11:30 a.m. on Sunday, January 20, 2019. “No Parking” signs will be temporarily placed along the route approximately 48 hours prior to the event.

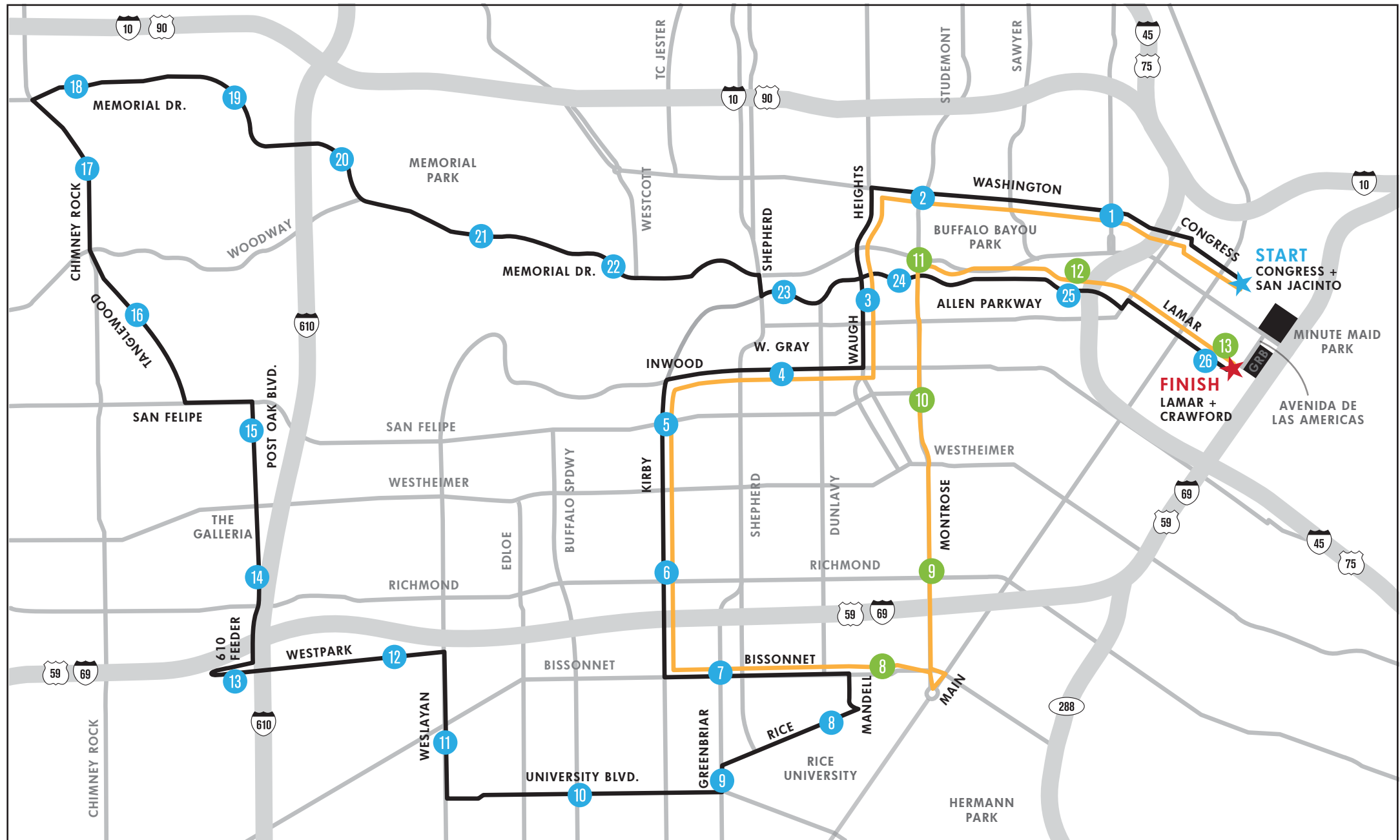
The City also hosts an official “Marathon Hoopla Station” at City Hall. This “station” is at the 10.5 mile mark of the marathon and is “home” to the annual Mayor’s Marathon Breakfast, which includes a lively band to help encourage the race participants and provides a location for spectators to view the race and encourage the runners along.

RECOMMENDATION

Staff recommends that the City Council authorize the City Manager to take the necessary actions to support the 2019 Chevron Houston Marathon event in West University Place.



CHEVRON HOUSTON MARATHON AND ARAMCO HOUSTON HALF MARATHON



 CHEVRON HOUSTON
MARATHON

 ARAMCO HOUSTON
HALF MARATHON

 MILE
MARKER

 START
CONGRESS + SAN JACINTO

 FINISH
LAMAR + CRAWFORD

AGENDA MEMO
BUSINESS OF THE CITY COUNCIL
CITY OF WEST UNIVERSITY PLACE, TEXAS

AGENDA OF:	October 8, 2018	AGENDA ITEM:	3
DATE SUBMITTED:	October 4, 2018	DEPARTMENT:	Finance
PREPARED BY:	Marie Kalka, Finance Director	PRESENTER:	Marie Kalka, Finance Director
SUBJECT:	Second and Final Public Hearing on 2018 Tax Rate		
ATTACHMENTS:	None		
EXPENDITURE REQUIRED:	N/A		
AMOUNT BUDGETED:	N/A		
ACCOUNT NO.:	N/A		
ADDITIONAL APPROPRIATION REQUIRED:	N/A		
ACCOUNT NO.:	N/A		

EXECUTIVE SUMMARY

Section 26.05 (d) of the Texas Tax Code requires two public hearings to be held when a taxing jurisdiction proposes to raise more tax revenue than the amount collected last year. The “Notice of 2018 Tax Year Proposed Property Tax Rate for City of West University Place” which included the dates for the public hearings was published in the West U Examiner on September 12, 2018.

This is the second and final public hearing on the tax rate and members of the public are encouraged to attend to express their views.

At the public hearing City Council shall announce the date, time and place of the meeting at which it will vote on the proposed tax rate, which will be at 6:30 p.m. on Monday, October 15, 2018 at 3800 University Blvd.

RECOMMENDATION

Hold second and final public hearing and announce date, time and place of the meeting at which the Council will vote on the proposed tax rate. The date, time and place of the meeting at which they will vote on the proposed tax rate will be at 6:30 p.m. on Monday, October 15, 2018 at 3800 University Blvd.

AGENDA MEMO
BUSINESS OF THE CITY COUNCIL
CITY OF WEST UNIVERSITY PLACE, TEXAS

AGENDA OF:	October 8, 2018	AGENDA ITEM:	4
DATE SUBMITTED:	September 24, 2018	DEPARTMENT:	Finance
PREPARED BY:	Marie Kalka, Finance Director	PRESENTER:	Marie Kalka, Finance Director
SUBJECT:	Public Hearing on 2019 Budget		
ATTACHMENTS:	None		
EXPENDITURE REQUIRED:	N/A		
AMOUNT BUDGETED:	N/A		
ACCOUNT NO.:	N/A		
ADDITIONAL APPROPRIATION REQUIRED:	N/A		
ACCOUNT NO.:	N/A		

EXECUTIVE SUMMARY

Section 102.006 of the Texas Local Government Code requires the governing body of a municipality to hold a public hearing on the proposed budget. The hearing shall occur no less than 15 days after the filing of the budget with the City Secretary but before the date the governing body adopts the tax rate. The "Notice of Public Hearing" which included the date for the budget public hearing was published in the West U Examiner on September 26, 2018.

RECOMMENDATION

Hold public hearing for the 2019 proposed budget.

AGENDA MEMO
BUSINESS OF THE CITY COUNCIL
CITY OF WEST UNIVERSITY PLACE, TEXAS

AGENDA OF:	October 4, 2018	AGENDA ITEM:	5
DATE SUBMITTED:	October 8, 2018	DEPARTMENT:	Parks and Recreation
PREPARED BY:	Susan White	PRESENTER:	Susan White, Parks and Recreation Director
SUBJECT:	Dedicating Jennie Elizabeth Hughes Park as a Public Park		
ATTACHMENTS:	Ordinance Amending Chapter 58, Article VI, Section 58-136		
EXPENDITURE REQUIRED:	N/A		
AMOUNT BUDGETED:	N/A		
ACCOUNT NO.:	N/A		
ADDITIONAL APPROPRIATION REQUIRED:	N/A		
ACCOUNT NO.:	N/A		

EXECUTIVE SUMMARY

In accordance with the Donation Agreement between the City of West University Place and the Estate of James M. Hughes, the property known as Jennie Elizabeth Hughes Park, located at the northwest corner of Sewanee Avenue and Pittsburg Street at 6446 Sewanee – Lot 1, Block 27, Section 1 of West University Place, shall be dedicated as a public park.

Section 58-136 of the ordinance amending Chapter 58, Article VI identifies Jennie Elizabeth Hughes Park as a dedicated park and is to be used for no other purpose.

The City Attorney has approved the ordinance amendment per legal form.

RECOMMENDATION

Staff recommends that City Council approve the ordinance amending Chapter 58, Article VI, by adding Section 58-136 of the Code of Ordinances on the first of two readings.

City of West University Place
Harris County, Texas

ORDINANCE NO. XX-XXXX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WEST UNIVERSITY PLACE, TEXAS; AMENDING CHAPTER 58, ARTICLE VI, OF THE CODE OF ORDINANCES OF THE CITY OF WEST UNIVERSITY PLACE, TEXAS, BY ADDING A NEW SECTION 58-136 DEDICATING JENNIE ELIZABETH HUGHES PARK AS A PUBLIC PARK.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WEST UNIVERSITY PLACE, TEXAS, THAT:

Section 1. Chapter 58, Article VI of the Code of Ordinances of the City of West University Place, Texas is amended by the adoption of a new Section 58-136 to read as set out in Appendix A, attached hereto. All other portions of Chapter 58 of the Code of Ordinances not specifically amended hereby remain in full force and effect.

Section 2. All ordinances and parts of ordinances in conflict with this Ordinance are repealed to the extent of the conflict only.

Section 3. If any word, phrase, clause, sentence, paragraph, section or other part of this Ordinance or the application thereof to any person or circumstance, shall ever be held to be invalid or unconstitutional by any court of competent jurisdiction, neither the remainder of this Ordinance, nor the application of such word, phrase, clause, sentence, paragraph, section or other part of this Ordinance to any other persons or circumstances, shall be affected thereby.

Section 4. The City Council officially finds, determines and declares that a sufficient written notice of the date, hour, place and subject of each meeting at which this Ordinance was discussed, considered or acted upon was given in the manner required by the Texas Open Meetings Act, as amended, and that each such meeting has been open to the public as required by law at all times during such discussion, consideration and action. The City Council ratifies, approves and confirms such notices and the contents and posting thereof.

Section 5. This Ordinance takes effect immediately upon its passage and adoption on second reading.

PASSED, APPROVED AND ADOPTED ON FIRST READING on the ____ day
of _____, 2018.

**PASSED, APPROVED AND ADOPTED ON SECOND READING, AND
SIGNED**, on the ____ day of _____, 2018.

Councilmembers Voting Aye:

Attest: _____
City Secretary (Seal)

Signed: _____
Mayor

Recommended: _____
City Manager

Approved as to legal form: _____
City Attorney

City of West University Place
Harris County, Texas

Appendix A
(Adopted Section 58-136, Code of Ordinances)

Sec. 58-136. Jennie Elizabeth Hughes Park.

The property described as follows is dedicated as a public park and shall be known as "Jennie Elizabeth Hughes Park" Lot 1, Block 27, Section 1 of West University Place, Harris County, Texas (being located at the northwest corner of the intersection of Sewanee Avenue and Pittsburg Street and known as 6446 Sewanee Avenue), but excluding any existing streets, easements or rights-of-way.

AGENDA MEMO
BUSINESS OF THE CITY COUNCIL
CITY OF WEST UNIVERSITY PLACE, TEXAS

AGENDA OF:	October 4, 2018	AGENDA ITEM:	6
DATE SUBMITTED:	October 8, 2018	DEPARTMENT:	Parks and Recreation
PREPARED BY:	Susan White	PRESENTER:	Susan White, Parks and Recreation Director
SUBJECT: Establish Park Curfew Hours for Jennie Elizabeth Hughes Park			
ATTACHMENTS: Ordinance Amending Chapter 58, Article I, Section 58-2			
EXPENDITURE REQUIRED:		N/A	
AMOUNT BUDGETED:		N/A	
ACCOUNT NO.:		N/A	
ADDITIONAL APPROPRIATION REQUIRED:		N/A	
ACCOUNT NO.:		N/A	

EXECUTIVE SUMMARY

In May 2018, City Council approved the construction of Jennie Elizabeth Hughes Park located at 6446 Sewanee. The park is scheduled to open on October 30, 2018, and in order enforce Park Curfew hours between 10:00pm and 7:00am, and create consistent curfew hours with the city's other parks, Chapter 58, Article I, Section 58-2 of the Code of Ordinances will need to be amended to include Jennie Elizabeth Hughes Park.

City Staff will install Park Rules signs with the park hours listed prior to the official park opening.

The City Attorney has approved the ordinance amendment per legal form.

RECOMMENDATION

Staff recommends that City Council approve the ordinance amending Chapter 58, Article I, Section 58-2 of the Code of Ordinances on the first of two readings.

City of West University Place
Harris County, Texas

ORDINANCE NO. XX-XXXX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WEST UNIVERSITY PLACE, TEXAS; AMENDING CHAPTER 58, ARTICLE I, SECTION 58-2 OF THE CODE OF ORDINANCES OF THE CITY OF WEST UNIVERSITY PLACE, TEXAS, BY ESTABLISHING A CURFEW FOR JENNIE ELIZABETH HUGHES PARK.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WEST UNIVERSITY PLACE, TEXAS, THAT:

Section 1. Chapter 58, Article I of the Code of Ordinances of the City of West University Place, Texas is amended by the repeal of the existing Section 58-2 and the adoption of a new Section 58-2 to read as set out in Appendix A, attached hereto. All other portions of Chapter 58 of the Code of Ordinances not specifically amended hereby remain in full force and effect.

Section 2. All ordinances and parts of ordinances in conflict with this Ordinance are repealed to the extent of the conflict only.

Section 3. If any word, phrase, clause, sentence, paragraph, section or other part of this Ordinance or the application thereof to any person or circumstance, shall ever be held to be invalid or unconstitutional by any court of competent jurisdiction, neither the remainder of this Ordinance, nor the application of such word, phrase, clause, sentence, paragraph, section or other part of this Ordinance to any other persons or circumstances, shall be affected thereby.

Section 4. The City Council officially finds, determines and declares that a sufficient written notice of the date, hour, place and subject of each meeting at which this Ordinance was discussed, considered or acted upon was given in the manner required by the Texas Open Meetings Act, as amended, and that each such meeting has been open to the public as required by law at all times during such discussion, consideration and action. The City Council ratifies, approves and confirms such notices and the contents and posting thereof.

Section 5. This Ordinance takes effect immediately upon its passage and adoption on second reading.

PASSED, APPROVED AND ADOPTED ON FIRST READING on the ____ day
of _____, 2018.

**PASSED, APPROVED AND ADOPTED ON SECOND READING, AND
SIGNED**, on the ____ day of _____, 2018.

Attest: _____
City Secretary (Seal)

Signed: _____
Mayor

Recommended: _____
City Manager

Approved as to legal form: _____
City Attorney

City of West University Place
Harris County, Texas

Appendix A

(Language to be added shown by underline, language to be deleted shown by strike-out).

(Amended Section 58-2, Code of Ordinances)

Sec. 58-2. - Park and playground hours; curfew.

(a) *Curfew.*

(1) *Generally.* A curfew is hereby established each night between the hours of 10:00 p.m. and 7:00 a.m. within the following: Colonial Park, Weir Park, Whitt Johnson Park, Judson Park, Huffington Park, Liberty Hill Park, Friends Park, Jennie Elizabeth Hughes Park, the West University Place Recreation Center and all other areas in the city limits hereafter formally dedicated for park purposes by ordinance duly adopted, and in the HISD licensed area.

(2) *Exception.* The West University Place Recreation Center may open between the hours of 5:00 a.m. and 7:00 a.m. for regularly scheduled activities if authorized to do so by the parks director and the city manager. Colonial Park Pool may open between the hours of 5:00 a.m. and 7:00 a.m. for regularly scheduled activities if authorized to do so by the parks director and the city manager.

(b) *Conduct unlawful.* During the hours of curfew established by this section, it shall be unlawful for any person to occupy or travel through any of the areas for which a curfew is established by this section, except:

(1) Occupancy and use, to the extent expressly authorized by a permit issued under this section, are not prohibited; and

(2) This subsection does not apply to city officers, agents or employees, law enforcement personnel, emergency medical personnel, firefighters or utility maintenance personnel, while they are performing the duties of their respective positions.

(c) *No-disturbance defense.* It is an affirmative defense to prosecution under this section that a person occupying or traveling through an area subject to curfew made no noise and engaged in no other activity that could disturb the sleep of a person of ordinary sensibilities in any nearby residence.

(d) *After-hours permits.* It is an affirmative defense to prosecution under this section that a valid after-hours permit authorized the conduct in question. Such permits may be issued by the responsible official designated under chapter 66. After-hours permits may only be issued for special or unanticipated activities for which there is no practical alternative area available. Each permit shall prescribe and limit the allowable use and occupancy to the minimum area, the minimum time and the minimum level of activity practicable under the circumstances.



The City of West University Place

A Neighborhood City

CITY COUNCIL

Susan Sample, Mayor
Vacant, Mayor Pro Tem
Bob Higley, Councilmember
Kellye Burke, Councilmember Mardi
Turner, Councilmember

STAFF

M. Chris Peifer, City Manager
Alan Petrov, City Attorney
Thelma Gilliam, City Secretary

DRAFT

CITY COUNCIL ACTION MINUTES

The City Council of the City of West University Place, Texas, met in regular session on **Monday, September 24, 2018**, in the Municipal Building, 3800 University, West University Place, Texas beginning at approximately **6:30 p.m.**

Called to Order. Mayor Sample called the meeting to order at approximately 6:33 p.m. in the Council Chambers. Council and Staff in attendance were: Councilmembers Burke, Higley, and Turner, City Manager Peifer, City Attorney Petrov, City Secretary Gilliam, General Services Superintendent Barrera, Police Chief Walker, Finance Director Kalka, and Human Resources Director Urban.

Sara Roberts with Weaver accounting firm was also present.

Pledge of Allegiance: Councilmember Turner led the Pledge.

Notice of Meeting: City Secretary Gilliam confirmed that the notice of the meeting was duly posted in accordance with the Texas Government Code, Chapter 551.

Regular Meeting Agenda items were as follows:

Mayor Sample called for a motion to recess the regular meeting to convene the Employee Benefits Trust Meeting. (Note: The City Council also serves as the Employee Benefits Trust)

Councilmember Burke moved to recess the regular meeting and convene the Employee Benefits Trust Meeting at approximately 6:33 p.m. Councilmember Turner seconded the motion. **MOTION PASSED.**

Ayes:	Sample, Burke, Higley, Turner
Noes:	None
Absent:	None

At approximately 6:35 p.m., Councilmember Higley moved to adjourn the Employee Benefits Trust meeting. Councilmember Burke seconded the motion. **MOTION PASSED.**

Ayes:	Sample, Burke, Higley, Turner
Noes:	None
Absent:	None

See the Minutes of the Employee Benefits Trust for action taken.

At this time, Mayor Sample resumed the regular meeting of the City Council.

1. Selection of a Mayor Pro Tem

Matters related to selecting a Mayor Pro Tem due to the resignation of Wayne Franklin. *Recommended Action: Discuss and take any desired action. Mr. Chris Peifer, City Manager*

Councilmember Higley moved to postpone the selection of a Mayor Pro Tem when/if there is a full council. Councilmember Turner seconded the motion. **MOTION PASSED.**

Ayes: Sample, Burke, Higley, Turner
Noes: None
Absent: None

2. Public Comments

This was an opportunity for citizens to speak to Council relating to agenda and non-agenda items.

- Kevin Trautner, 6341 Belmont, spoke regarding third-party leaf blowers.
- Taylor Skie, 6336 Westchester, spoke on behalf of Up with People regarding their urgent need for families to hosts foreign exchange students.
- Alida Drewes, 6341 Belmont, spoke regarding hearing devices, senior tax exemptions, and transparency.

3. Contract for Auditing Services

Matters related to awarding a contract for auditing services. *Recommended Action: Award contract for auditing services. Ms. Marie Kalka, Finance Director*

Councilmember Higley moved that Council authorize the City Manager to execute a contract with Weaver to provide services relating to professional auditing services for fiscal year 2018 with an option to renew for the following four years. Councilmember Burke seconded the motion. **MOTION PASSED.**

Ayes: Sample, Burke, Higley, Turner
Noes: None
Absent: None

4. Jennie Elizabeth Hughes (JEH) Park 20 MPH Speed Zone

Matters related to lowering the speed zone to 20 MPH in the area of Hughes Park. *Recommended Action: Lower speed limit to 20 MPH in the area of Hughes Park. Mr. Gerardo Barrera, General Services Superintendent*

Councilmember Higley moved to approve the ordinance amending Chapter 46, Article II, Section 46-46 of the Code of Ordinances on the first reading. Councilmember Burke seconded the motion. **MOTION PASSED.**

Ayes: Sample, Burke, Higley, Turner
Noes: None
Absent: None

5. Reimburse Expenditures from Proceeds of Tax-Exempt Obligations

Matters related to a resolution of the City Council of West University Place, Texas, declaring official intent to reimburse expenditures from proceeds of tax-exempt obligations. *Recommended Action: Approve resolution declaring official intent to reimburse expenditures from proceeds of tax-exempt obligations. Ms. Marie Kalka, Finance Director*

Councilmember Higley moved to adopt a resolution allowing the City to reimburse qualifying capital expenditures incurred prior to bond issuance from tax-exempt bond proceeds or other obligations to be issued by the City. Councilmember Burke seconded the motion. **MOTION PASSED.**

Ayes: Sample, Burke, Higley, Turner
Noes: None
Absent: None

6. November and December City Council Meetings

Matters related to changing the City Council meeting dates in November and December due to the Thanksgiving and Christmas holidays. *Recommended Action: Discuss changing the meeting dates to the 1st and 2nd Mondays in November and December in lieu of the 2nd and 4th Mondays due to the holidays.* **M. Chris Peifer, City Manager**

Councilmember Higley moved to change the November 26, 2018 Council meeting to November 5th and the December 24th Council meeting to December 3rd. Councilmember Burke seconded the motion. **MOTION PASSED.**

Ayes: Sample, Burke, Higley, Turner
Noes: None
Absent: None

7. Consent Agenda

All Consent Agenda items listed were considered to be routine by the City Council and were enacted by one motion. .

A. City Council Minutes

Approve City Council Action Minutes of September 10, 2018. *Recommended Action: Approve Minutes.* **Ms. Thelma Gilliam, City Secretary** [see Action Minutes]

Councilmember Higley moved to approve the Consent Agenda as presented. Councilmember Burke seconded the motion. **MOTION PASSED.**

Ayes: Sample, Burke, Higley, Turner
Noes: None
Absent: None

8. Adjourn

With no other matters before Council, Councilmember Higley moved to adjourn the meeting at approximately 7:15 p.m. Councilmember Turner seconded the motion. **MOTION PASSED.**

Ayes: Sample, Burke, Higley, Turner
Noes: None
Absent: None

Prepared by:

Thelma A. Gilliam, TRMC, City Secretary

Council Approval Date



The City of West University Place

A Neighborhood City

CITY COUNCIL

Susan Sample, Mayor
Vacant, Mayor Pro Tem
Bob Higley, Councilmember
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Mardi Turner, Councilmember

STAFF

M. Christopher Peifer, City Manager
Alan Petrov, City Attorney
Thelma Gilliam, City Secretary

DRAFT

CITY COUNCIL BUDGET WORKSHOP MINUTES

The City Council of the City of West University Place, Texas, met in a Budget Workshop on **Saturday, September 29, 2018**, in the Municipal Building located at 3800 University, West University Place, Texas beginning at **9:00 a.m.**

Notice of the Budget Workshop was duly posted in accordance with the Texas Government Code, Chapter 551.

Agenda Items were as follows:

Call to Order. Mayor Sample called the meeting to order at 9:04 a.m. in the City Council Chambers. Council and Staff in attendance were: Councilmembers Burke, Higley and Turner, City Manager Peifer, City Secretary Gilliam, and Executive Staff.

1. City Finances, Facilities Programs, 2018 Tax Rate & 2019 Budget and Fees

Matters related to city finances, 2018 tax rate, the 2019 Budget and fees, including revenues and expenditures for current and future years for all funds. **Mr. M. Chris Peifer, City Manager**

City Manager Peifer and executive staff presented the 2019 proposed budget to Council.

2. Adjourn

Following the presentation and discussion, Mayor Sample adjourned the workshop at 11:15 p.m.

Thelma A. Gilliam, City Secretary

Date Approved

AGENDA MEMO
BUSINESS OF THE CITY COUNCIL
CITY OF WEST UNIVERSITY PLACE, TEXAS

AGENDA OF:	October 8, 2018	AGENDA ITEM:	7B
DATE SUBMITTED:	October 4, 2018	DEPARTMENT:	Public Works
PREPARED BY:	G.Barrera, Gen. Svcs Superintendent	PRESENTER:	Mr. Dave Beach, Asst. City Mgr/Public Works Director
SUBJECT:	Jennie Elizabeth Hughes (JEH) Park 20 MPH Speed Zone		
ATTACHMENTS:	Ordinance Amending Chapter 46, Article II, Section 46-46		
EXPENDITURE REQUIRED:	N/A		
AMOUNT BUDGETED:	N/A		
ACCOUNT NO.:	N/A		
ADDITIONAL APPROPRIATION REQUIRED:	N/A		
ACCOUNT NO.:	N/A		

EXECUTIVE SUMMARY

In May 2018, the City Council approved the construction of Jennie Elizabeth Hughes (JEH) Park at the NW corner of Sewanee and Pittsburg. The estimated completion of the park is tentative for October 24. In order to ensure consistency with other parks, Chapter 46, Article II, Section 46-46 will need to be amended to include a 20 miles per hour speed limit within 100' ft. from any portion of the JEH Park.

Upon approval, City staff will install new speed limit signs approximately one month ahead of the official opening of the park. This will provide ample time for drivers to become familiarized with the lower speed limit.

The City Attorney has approved the ordinance amendment per legal form.

RECOMMENDATION

Staff recommends that City Council approve the ordinance amending Chapter 46, Article II, Section 46-46 of the Code of Ordinances on the **second and final reading**.

ORDINANCE NO. XXXX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WEST UNIVERSITY PLACE, TEXAS; AMENDING CHAPTER 46, ARTICLE II, OF THE CODE OF ORDINANCES OF THE CITY OF WEST UNIVERSITY PLACE, TEXAS, BY AMENDING THE SPEED LIMIT FOR THE PORTIONS OF PITTSBURG AND SEWANEE ADJACENT TO JENNIE ELIZABETH HUGHES PARK.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WEST UNIVERSITY PLACE, TEXAS, THAT:

Section 1. Chapter 46, Article II of the Code of Ordinances of the City of West University Place, Texas is amended by the repeal of the existing Section 46-46 and the adoption of a new Section 46-46 to read as set out in Appendix A, attached hereto. All other portions of Chapter 46 of the Code of Ordinances not specifically amended hereby remain in full force and effect.

Section 2. All ordinances and parts of ordinances in conflict with this Ordinance are repealed to the extent of the conflict only.

Section 3. If any word, phrase, clause, sentence, paragraph, section or other part of this Ordinance or the application thereof to any person or circumstance, shall ever be held to be invalid or unconstitutional by any court of competent jurisdiction, neither the remainder of this Ordinance, nor the application of such word, phrase, clause, sentence, paragraph, section or other part of this Ordinance to any other persons or circumstances, shall be affected thereby.

Section 4. The City Council officially finds, determines and declares that a sufficient written notice of the date, hour, place and subject of each meeting at which this Ordinance was discussed, considered or acted upon was given in the manner required by the Texas Open Meetings Act, as amended, and that each such meeting has been open to the public as required by law at all times during such discussion, consideration and action. The City Council ratifies, approves and confirms such notices and the contents and posting thereof.

Section 5. This Ordinance takes effect immediately upon its passage and adoption on second reading.

PASSED, APPROVED AND ADOPTED ON FIRST READING on the 24th day
of September, 2018.

PASSED, APPROVED AND ADOPTED ON SECOND READING, AND SIGNED,
on the _____ day of _____, 2018.

Attest: _____
City Secretary (Seal)

Signed: _____
Mayor

Recommended: _____
City Manager

Approved as to legal form: _____
City Attorney

City of West University Place
Harris County, Texas

Appendix A
(Language to be added shown by underline, language to be deleted shown by strike-out).

(Amended Section 46-46, Code of Ordinances)

Sec. 46-46. - Speed zones, specific streets.

The following streets or portions thereof shall be designated as special speed zones and it shall be unlawful for any person to drive any vehicle thereon at a speed greater than indicated as follows:

Street	Extent	Maximum Miles Per Hour
Bissonnet St.	From the east right-of-way of Academy Street to east right-of-way of SouthernPacific Railroad	35
Wroxton Rd.	From Buffalo Speedway to Kirby	20
Auden, Rice Blvd.	Those portions within 100 feet of any portion of the site of the Community Building, Senior Center and Library or the property known as 3771 Rice Blvd.	20
Nottingham, Sunset Blvd., Belmont	Those portions within 100 feet of any portion of the site of Weir Park	20
Carnegie, Wakeforest	Those portions within 100 feet of any portion of the site of Whitt Johnson Park	20
Milton, College	Those portions within 100 feet of any portion of the site of Huffington Park	20
Simmons, Judson, South Judson	Those portions within 100 feet of any portion of the site of Judson Park	20
Northwestern	Those portions within 100 feet of any portion of the site of Independence Park, sometimes called Liberty Hill	20
Byron, Case, Academy, West Point	Those portions within 100 feet of any portion of the site of Colonial Park	20
<u>Pittsburg, Sewanee</u>	<u>Those portions within 100 feet of any portion of the site of Jennie Elizabeth Hughes Park</u>	<u>20</u>

(Code 2003, § 13.034)

AGENDA MEMO
BUSINESS OF THE CITY COUNCIL
CITY OF WEST UNIVERSITY PLACE, TEXAS

AGENDA OF:	10/08/2018	AGENDA ITEM:	7C
DATE SUBMITTED:	09/25/2018	DEPARTMENT:	Public Works
PREPARED BY:	P. Walters, Operations Supt.	PRESENTER:	D. Beach, Assist. City Manager/PW Dir.
SUBJECT:	Lift Station Renovation Phase 2 – Project Close-Out		
ATTACHMENTS:	City Engineer’s Certificate of Completion		
EXPENDITURE REQUIRED:	\$0.00		
AMOUNT BUDGETED:	\$207,049.00		
ACCOUNT NO.:	340-7000-85010 Water & Sewer Capital Fund		
ADDITIONAL APPROPRIATION REQUIRED:	N/A		
ACCOUNT NO.:	N/A		

EXECUTIVE SUMMARY

In 2017, the City of West University Place entered into a contract to complete the electrical upgrade to the five remaining lift stations electrical panels. The upgrade included new Supervisory Control and Data Acquisition (SCADA) software for the Lift Stations, Wastewater Treatment Plant and the Drinking water system, thereby migrating all of the water and sewer SCADA to a modern secure software platform.

The contractor Hahn Equipment has successfully completed the project and presented the proper documentation to close out the project. The project was substantially completed on July 26, 2018 and has been in use and successfully controlling the systems since that date.

The original contract was in the amount of \$207,049, this amount has been paid in full as per the contract. The project completed with no changes in price and one time extension as a result of Hurricane Harvey in August 2017, which resulted in longer lead times to obtain equipment and other services.

RECOMMENDATION

Staff recommends that the City Council authorize the City Manager to accept the Lift Station Electrical Renovation Project as complete.



September 21, 2018

Mr. Dave Beach
Public Works Director
City of West University Place
3826 Amherst
West University Place, TX 77005

Re: **Lift Station Electrical Upgrades Phase 2**
City of West University Place, Texas
HDR Job No. 17-002

Dear Mr. Beach:

Based on our observation and to the best of our knowledge, information and belief, the work has been completed in accordance with the terms and conditions of the Contract Documents as of July 18, 2018. Therefore, we recommend acceptance of the work by the City of West University Place. Upon acceptance, the City of West University Place should issue a "Certificate of Acceptance" of the work to the Contractor.

Sincerely,

HDR ENGINEERING, INC.

A handwritten signature in blue ink, appearing to read 'D. Hunn', written over the printed name.

David Hunn, P.E.
Senior Project Manager

DH/rs